

## **ARTICLE I. NAME OF STUDENT ORGANIZATION**

The organization shall be called “Healthy Skin Initiative” at UCSD.

## **ARTICLE II. STATEMENT OF PURPOSE**

The goal of the Healthy Skin Initiative is to raise awareness about the importance of skin care amongst all populations, while simultaneously addressing the environmental impacts and socioeconomic nuances of skincare. We strive to inform college youth how to properly use skincare products, and aim to debunk skincare myths due to the large amount of misinformation online. At the same time, we hope to cultivate an awareness of and appreciation for the intersections between skincare, skin health-related research, environmental protection and racial bias amongst members. Our goals will be carried out through educational talks by professionals, infographics on social media and initiatives in our community.

## **ARTICLE III. NONPROFIT STATEMENT**

[Healthy Skin Initiative] at UCSD is a non-profit student organization.

## **ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP**

To be an official member and, therefore, be qualified to vote and hold office, one must be an enrolled student at the University of California – San Diego, agree to abide by the spirit of the organization and bylaws, and attend at least one meeting per quarter over the academic year. To be a member, their email must be included in our membership list.

Membership can be terminated when one’s actions do not act in accordance with the spirit of the club constitution, with a majority vote from the officers to expel said member. Right to appeal termination of request made in writing to the Presidents. A simple majority vote at an official meeting with all officers present shall be necessary to reverse such a decision. The Presidents have the right to impose fees for activities on a per-event basis if deemed necessary.

## **ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS**

Our organization will meet every other week or about four times a quarter. Members are not required to attend a certain number of meetings, but consistent attendance at meetings and active involvement in club activities will be looked favourably upon for consideration of leadership roles in HSI. Minutes will be taken for official meetings and are available to all members upon request.

## **ARTICLE VI. QUALIFICATIONS FOR HOLDING OFFICE AND METHODS OF SELECTING AND REPLACING OFFICERS**

Only registered UCSD students may hold office in the organization. Only registered UCSD students may vote in elections for the selection of the organization's officers.

1. Co-Presidents - share duties related to governing the club.
2. Secretary - responsible for taking minutes at official meetings, updating membership records and contact information.
3. Fundraising Chair – responsible for hosting fundraiser events, managing fundraising money, and managing their own committee.
4. Social Chair - responsible for creating social events for all members
5. Publicity Chair - responsible for publicizing the organization on social media and around UCSD campus as well as engaging current members and recruiting new ones
6. Design Chair - responsible for creating graphics for the organization's social media pages, including Facebook and Instagram
7. Internal Outreach Chair - responsible for creating awareness events for the local UCSD community that serve HSI's purpose of making skincare more accessible to youth, as well as creating infographics/pamphlets, and managing their own committee.
8. External Outreach Chair- responsible for collaborating with San Diego institutions and hospitals to host events that serve HSI's purpose of raising awareness about the importance of skincare, and managing their own committee.
9. Outreach Executive - responsible for overseeing the Internal Outreach Chair and External Outreach Chair

#### Eligibility:

Only registered UCSD students may hold office in the organization. Only registered UCSD students may vote in elections for the selection of the organization's officers. New board members must be interviewed for their position and chosen by the previous board members or by majority vote in the election. Board members will hold positions for a year-long term or until deemed unfit by the Presidents. New board members will take over the existing board over the duration of the Spring Quarter they are elected. People on the board positions must be deemed responsible and professional.

#### Other Leadership Positions:

Committee Members – these members are responsible for assisting the board members.

Requirements:

The committee members must have shown active participation and dedication to the club by attending three GBMs/events by the next quarter after they are recruited. These committee members should be able to attend the weekly committee meetings. If unable to do so, they must submit an excuse to the committee chair.

## **ARTICLE VII. RISK MANAGEMENT**

Healthy Skin Initiative at UCSD is a registered student organization at the University of California, San Diego, but not part of the University itself.

Healthy Skin Initiative at UCSD understands that the University does not assume legal liability for the actions of the organization.

While we are not skin health professionals ourselves, our goal is to deliver advice from skin health professionals to our school community. Those who use professional-recommended products or follow professional advice that we advertise should proceed with caution and always perform a patch-test first to confirm the product does not induce possible skin allergic reactions and/or sensitivities.

## **ARTICLE VII. SECTION 2. IN CASE OF THE PROVISION OF MEDICAL ASSISTANCE**

In the event that HSI at UCSD provides medical assistance to a community, all volunteers will work under the direction of licensed professionals (doctors, nurses, counselors, etc.). The University does not recommend that students provide medical assistance.

## **ARTICLE VIII. COMMUNITY ADVISOR**

A Community Advisor will be selected based on their experience with skin health. The advisor will serve until they hand down the position, and Healthy Skin Initiative will choose the next community advisor.

## **ARTICLE IX. FINANCIAL MANAGEMENT**

HSI will only submit a budget request to the A.S. finance committee when necessary. HSI will finance most of its activities through fundraising efforts. All money our organization gathers will be handled by our Fundraising Chair. Our organization will have an off-campus bank account if necessary. Embezzlement, pocketing, or any mishandling of club funds and/or donations will not be tolerated and the Executive Board (Presidents & Outreach Executive) will intervene by reviewing their membership, at the expense of potentially having their membership terminated.

The bank account will require two signatures on checks in which valid signers include: the Co-Presidents and Fundraising Chair.

#### **ARTICLE X. AFFILIATION WITH OTHER GROUPS**

Our organization is not affiliated with other groups.